

SUFFOLK COUNTY BOARD OF ETHICS
Draft Minutes of Meeting Held on
February 3, 2016
In the Office of the Board of Ethics
Sunrise Business Center, 3500 Sunrise Highway, Room 364
Great River, New York 11739

Meeting: *Board Members present:* Linda Spahr, Richard Halverson, Dennis O'Doherty and Anthony Parlatore. *Staff present:* Samantha Segal, Executive Director and Darlene Kurrass Mohlmann, Board Secretary, taking minutes.

Ascertainment of Quorum: The meeting was called to order at 9:30 a.m. by Chair, Linda Spahr. A roll call was conducted and a quorum was present.

Adoption of Agenda: A motion was made by Richard Halverson, seconded by Dennis O'Doherty, to adopt the agenda, as amended to add standing vote for AO-2016-5 to Executive Session. Upon a vote being taken, motion was approved (4-0-0).

Adoption of Minutes: A motion was made by Dennis O'Doherty, seconded by Anthony Parlatore to adopt the minutes of the January 20, 2016 meeting, as amended. Upon a vote being taken, motion was approved (4-0-0).

Public Session: Linda Spahr opened Public Session. No members of the public were present and no written testimony was submitted. Linda Spahr closed Public Session.

Board Elections: A call was made for nominations for Chair of the Suffolk County Board of Ethics.

A motion was made by Richard Halverson, seconded by Anthony Parlatore to elect Linda Spahr as Chair. Upon a vote being taken, motion was approved (4-0-0).

A call was made for nominations for Vice Chair of the Suffolk County Board of Ethics.

A motion was made by Anthony Parlatore, seconded by Dennis O' Doherty to elect Richard Halverson as Vice Chair. Upon a vote being taken, motion was approved (4-0-0).

Board Elections were closed.

Chair Report: None.

Executive Director Report: Samantha Segal, Executive Director, reported and/or discussed the following:

- In-Service 2016 Board Training: Scheduling Executive Session training session inclusive of Board Procedures, laws, and recent Open Meetings Law amendments;
- Information Technology 2016 Board Staff Training: Received training inclusive of computer security;
- Financial Disclosure Statement ("FDS") Required Filer Lists: 12 of 36 received; submission deadline: March 1, 2016; Reminder memo sent to all County Department Heads; Board discussion of §77-10;
- Draft "Guide for Filing Your FDS:" Streamlined to chart; maintaining full guide for reference;
- FDS Electronic Filing System Revisited: IT to setup potential vendor meeting to discuss options; and
- Board Consultant/Personal Services Trainer Contract fully executed.

Executive Session: At 10:00 a.m. a motion was made by Dennis O'Doherty, seconded by Linda Spahr to go into Executive Session for the purpose of discussing confidential matters pertaining to one Ethics Violation Complaint, four Advisory Opinion Requests, one Board Investigation, and Counsel updates in accordance with

the Suffolk County Administrative Code §A30-8 and the New York State Open Meetings Law. Upon a vote being taken, motion was approved (4-0-0).

During Executive Session

A motion was made:

- To authorize a fact-finding in connection with Complaint No. C-001-2016. Approved (4-0-0).
- To adjourn vote on Advisory Opinion No. AO-2016-1 and re-calendar for the 2/17/2016 Board Meeting agenda. Approved (4-0-0).
- To convert Advisory Opinion Request No. AO-2016-3 to a miscellaneous disclosure, Miscellaneous No. M-001-2016, and authorize staff to advise requestor of same. Approved (4-0-0).
- To approve standing of Advisory Opinion Request No. AO-2016-4 and authorize a fact-finding. Approved (4-0-0).
- To approve standing of Advisory Opinion Request No. AO-2016-5 and authorize a fact-finding. Approved (4-0-0).
- To authorize the issuance of subpoenas for the production of documents and appearances for testimony in connection with Board Investigation 001-2015 and any hearings related to Board Investigation 001-2015 as it is or may be expanded. Approved (4-0-0).
- To authorize further fact-finding in connection with Board Investigation 001-2015. Approved (4-0-0).

At 11:20 a.m. a motion was made by Linda Spahr, seconded by Dennis O'Doherty, to close Executive Session. Upon a vote being taken, motion was approved (4-0-0).

New Business: None.

The next meeting of the Board will be held February 17, 2016 at 9:30 a.m.

There being no further business, a motion was made by Linda Spahr, seconded by Anthony Parlatore to adjourn the meeting. Upon a vote being taken, motion was approved (4-0-0) (11:30 a.m.).